

U B
357
A7

UC-NRLF

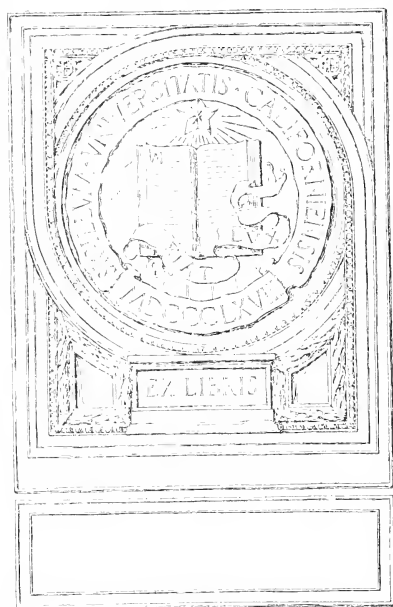


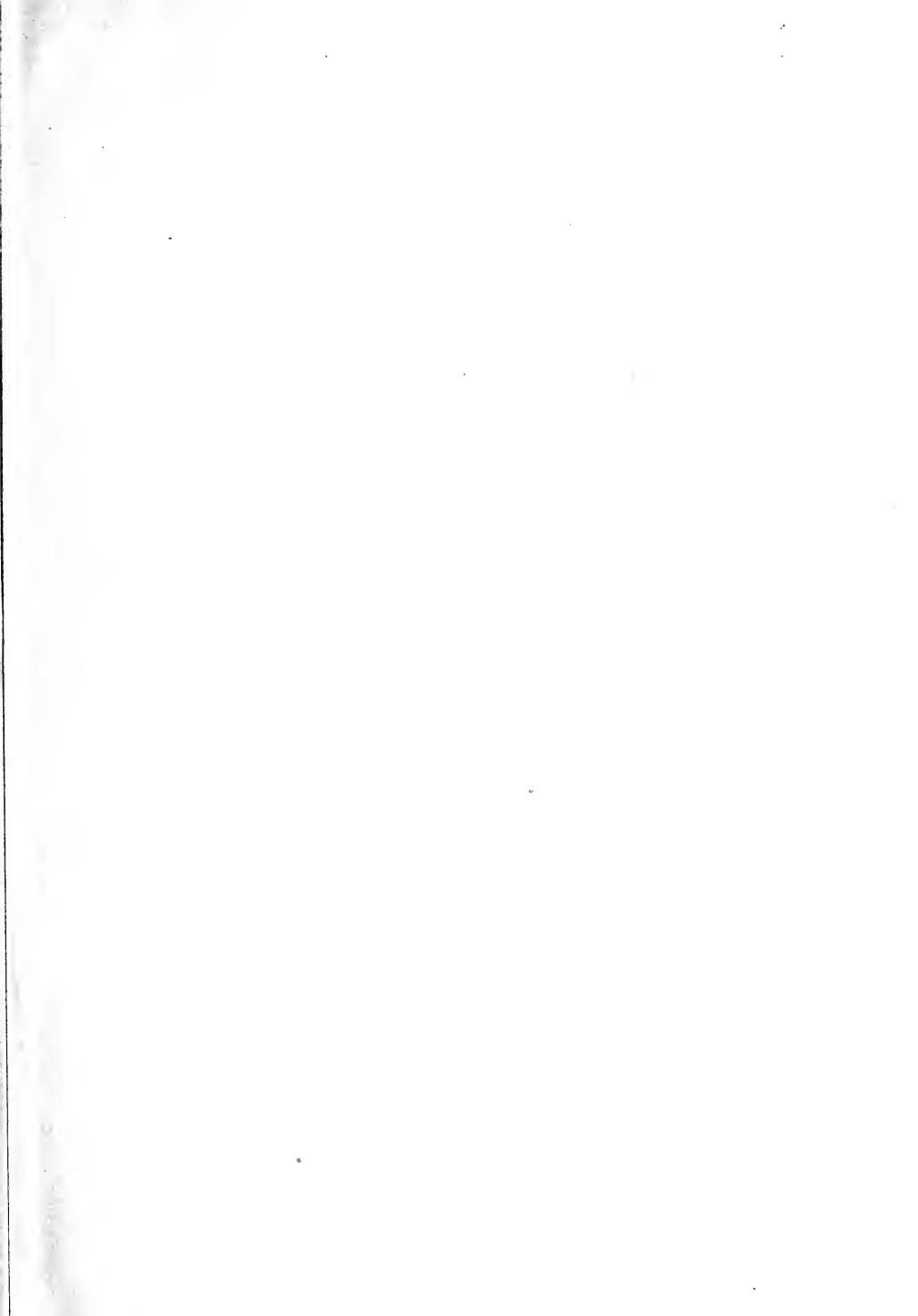
B 4 524 133

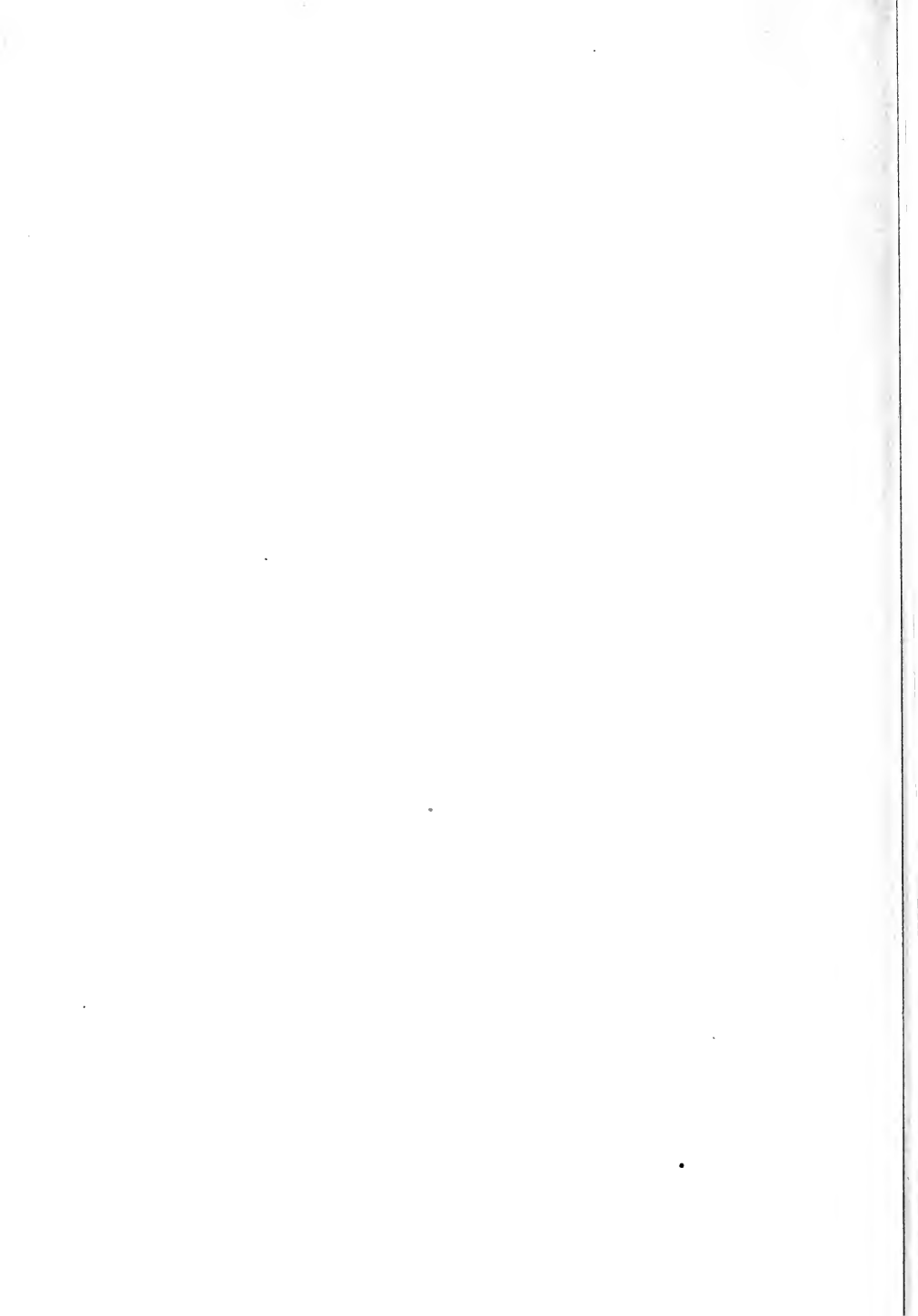
YOUR JOB BACK HOME



AMERICAN LIBRARY ASSOCIATION









Courtesy National Geographic Magazine.

YOUR JOB LIES BEYOND

YOUR JOB BACK HOME

A BOOK FOR
MEN LEAVING THE SERVICE



LIBRARY WAR SERVICE
OF THE
AMERICAN LIBRARY ASSOCIATION
WASHINGTON, 1919

Copyright, 1919
by
AMERICAN LIBRARY ASSOCIATION

The free use of text or plates herein, not otherwise copyrighted,
is allowed, if credit is given



Press of
JUDD & DETWEILER, Inc.
Washington, D. C.

Special thanks are due the "National Geographic Magazine" for valuable suggestions and the use of cuts and photographs. Thanks are also due the Newark Public Library, U. S. Bureau of Labor, U. S. Department of Agriculture, Committee on Education and Special Training, and to various publishers and photographic companies for the use of photographs. Edited by Joseph L. Wheeler, Librarian of the Youngstown Public Library.



BACK TO THE JOB AT HOME



WHEN the pilot climbs aboard ship in America's debarkation harbors, or when orders come for mustering out at camp, the Job Back Home is about the most interesting and vitally important subject that presents itself to the man in uniform.

Even if he knows just what he wants to do, that job may not be waiting for him. Some of the home work is being handled by other men or women. Are they all going to step out and welcome back the men in khaki or blue? There are bound to be countless new adjustments for men to make before industry, agriculture, and commerce are back on regular schedule.

Daily drill in camp will give way to the whirl of machinery, the whistles of steamship and locomotive, and the round of chores on the farm. There won't be the parades and the uniforms, nor the Captain's call to "Tenshun," nor the voices of comrades who a few months ago were helping make the world safe for Democracy. The great piece of war work is done and the Nation's own great work has begun again. That is the contented labor of a hundred millions of free people at their regular daily tasks. To maintain that labor and to preserve that contentment means that every man must find his place at once, do his best at it, and try to improve his own condition by improving himself.

As one man back from France well said it: "After I got into the army I threw off the old mental and physical lassitude that had come near making me a vegetable fit only for the boiling pot. Then something was born in me and something died, and I fought as a man can when he is in the best of physical condition and isn't afraid of anything in consequence.

"Now the war is over, and I must leave the army. But I want to keep on fighting. I think it is my duty to help my country in these days just as much as it was in the days of fighting. I am willing to do anything that will give me fighting—fighting against the difficulties of business or professional life."

That's it, up and down the line. Every man wants a week or two for visiting with his friends, and then—to work again, with new hopes, new ambitions, and a new faith in himself.

HELPING UNCLE SAM MEANS ALL THE TIME

The world has seen enough of autocracies that control the lives and fortunes of the people. It has seen enough, too, of the plots and plans by which people hope to rise by tearing down everything else. Uncle Sam's new army of democracy is a hundred million men working together, thinking together, planning together for the things that will make America a better place to live in. To be a soldier in the new army is as glorious as to have been fighting in the uniform, and the spirit of conquest need not be lacking.

THE PURPOSE OF THIS BOOK

The American Library Association, which supplied books and magazines to the soldiers, sailors, and marines during the war, has discovered that American men read under all circumstances; and read all sorts of things.

While the men were preparing themselves for the business of fighting, the great demand from the field was for books on military subjects and on technical subjects related to military science. Of the several hundred thousand volumes purchased by the A. L. A. the great majority were books of this kind.

Now the thoughts of the men are turning to the home jobs, and the American Library Association desires to help the men get the books they need about those jobs, just as it helped them to get the books needed about the war jobs.

This illustrated book makes a few suggestions of specific books on certain subjects—practical books written by practical men. All the books mentioned and scores of others of the same practical character are available in the camp, hospital, public and college libraries of the country.





Copyright Gordon Grant, Capt. U. S. A.

U. S. EMPLOYMENT SERVICE POSTER

In order that every man may find the place for which he is best fitted, the Department of Labor has reorganized its Employment Service to meet the needs of the readjustment period. During the war this Service applied itself to the task of placing workers where they could do most toward defeating Prussianism. Since the signing of the armistice it has devoted itself to connecting up the jobless man and the manless job. Working with the Council of National Defense, the State Councils of Defense, and many patriotic organizations created for war work, it has established employment offices in every army camp and in every community in the country; and it offers to every returning soldier the services of an expert in employment to help him find his proper place in the industrial machine.

Work

A Song of Triumph

Work!

Thank God for the might of it,
The ardor, the urge, the delight of it—
Work that springs from the heart's desire,
Setting the brain and the soul on fire—
Oh, what is so good as the heat of it,
And what is so glad as the beat of it,
And what is so kind as the stern command,
Challenging brain and heart and hand?

Work!

Thank God for the pride of it,
For the beautiful, conquering tide of it,
Sweeping the life in its furious flood,
Thrilling the arteries, cleansing the blood,
Mastering stupor and dull despair,
Moving the dreamer to do and dare.
Oh, what is so good as the urge of it,
And what is so glad as the surge of it,
And what is so strong as the summons deep,
Rousing the torpid soul from sleep?

Work!

Thank God for the pace of it,
For the terrible, keen, swift race of it;
Fiery steeds in full control,
Nostrils a-quiver to greet the goal.
Work! the power that drives behind,
Guiding the purposes, taming the mind,
Holding the runaway wishes back,
Reining the will to one steady track,
Speeding the energies faster, faster,
Triumphing over disaster.
Oh, what is so good as the pain of it,
And what is so great as the gain of it?
And what is so kind as the cruel goad,
Forcing us on through the rugged road?

Work!

Thank God for the swing of it,
For the clamoring, hammering ring of it—
Passion of labor daily hurled
On the mighty anvils of the world.
Oh, what is so fierce as the flame of it,
And what is so huge as the aim of it?
Thundering on through dearth and doubt,
Calling the plan of the Maker out.
Work, the Titan; Work, the friend,
Shaping the earth to a glorious end,
Draining the swamps and blasting the hills,
Doing whatever Spirit wills—
Rending a continent apart,
To answer the dream of the Master heart.
Thank God for a world where none may shirk,
Thank God for the splendor of work!

ANGELA MORGAN.



Courtesy of the Artist—Elliot Brewer.

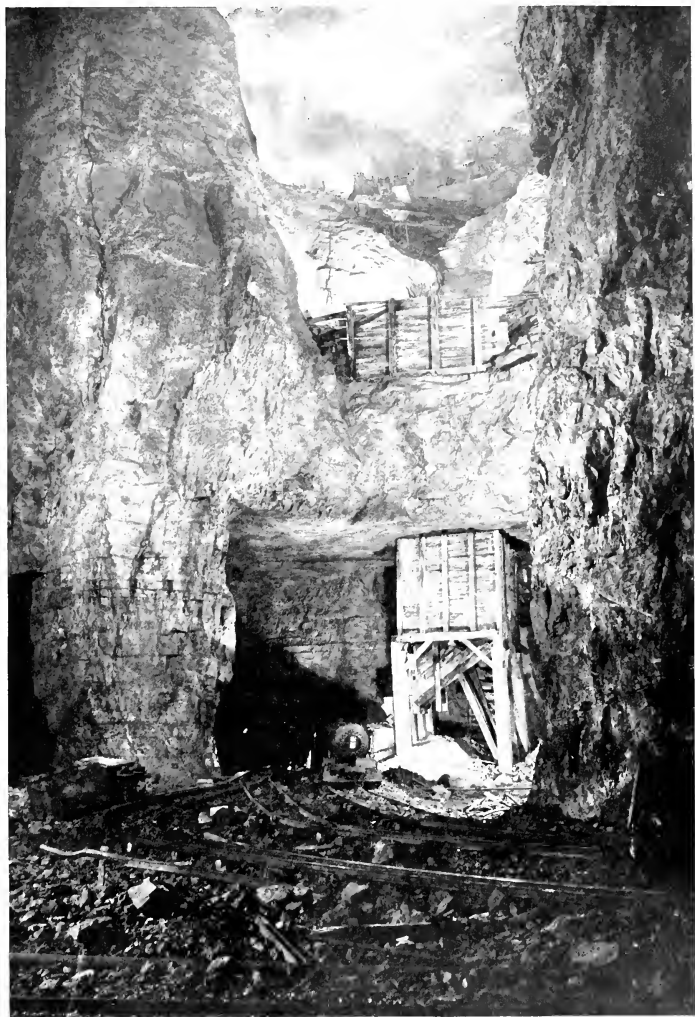
THE TRIUMPH OF LABOR

Wheels and tracks, derricks, signals and stacks, mean useful work done and more work waiting to be done by American men.

Back to the Home Town

Back to the home town, is the word! The best little town in the world is where home is, whether it's New York or on the plains or mountains. That's where the old job waits, if one waits anywhere. No one ought to know the job quite so well as the man who left it to go to war. That's where the folks know a man and want to see him again. To a large extent the problem of getting job and man taken care of would be solved if every man could settle down in his home town again, and at his old job.

To make exact statements, or even general ones, about the trades and occupations that stand open to great numbers of men, is too dangerous for any one but labor experts to attempt. Conflicting reports and opinions can be found in the same day's newspaper. The United States Employment Bureau is the central authority, gathering its information as regularly, as quickly, and as accurately as can be from all parts of the country and sending it out broadcast, especially to the local employment bureaus which it has established in approximately nineteen hundred cities, towns, and camps.



Courtesy Library of Congress.

Photograph by Grant Thompson.

FROM THE DEPTHS OF THE EARTH

The product of the workers in this Missouri lead mine is utilized by countless others. The wealth, the energy, the genius of the nation is on the farms, in the mills and mines, and there a welcome hand awaits you.



Reproduced by the Artist—Gerrit H. Beneker, 1910.

STEADY NERVES AND A CLEAR EYE

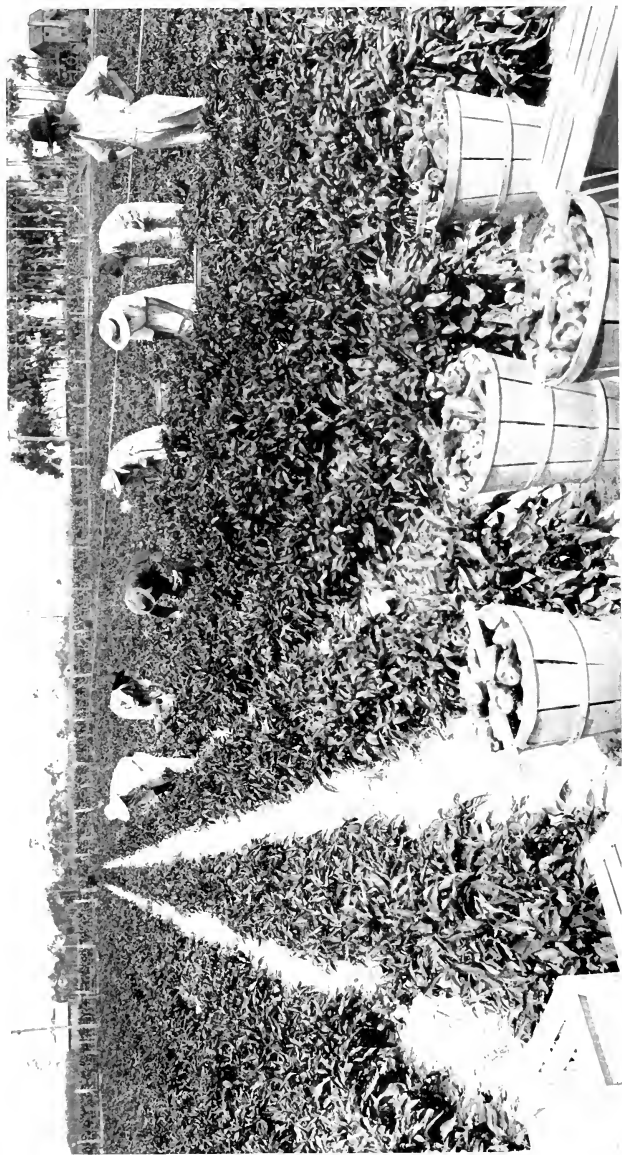
High courage and devotion to duty mark the structural steel worker, Captain of Industry. Upon his skill and care depend the lives of those who cross bridges, travel on the rails, and work in high office buildings.

KNOWLEDGE WINS ON PAY DAY



The man who studies and
Keeps Posted on his Job
Gets the Answer in his Envelope.

Library Books by Experts on
Building Trades Electricity - - -
Machine Shop - Steam Engines -
Inventions - - - All Technical Trades

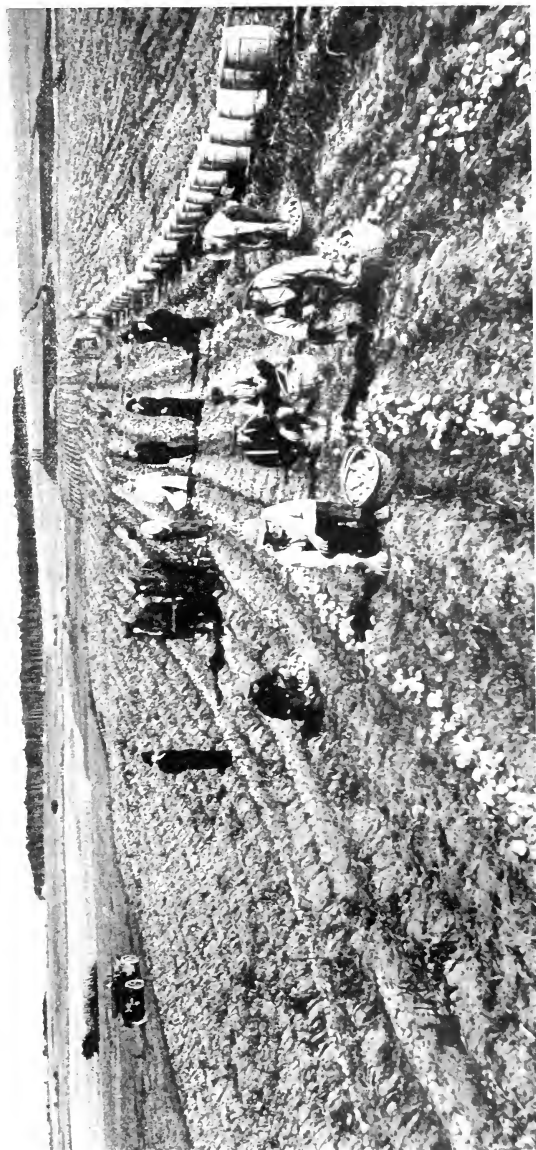


Courtesy Library of Congress.

From American Agricultural Chemical Co.

MARKET GARDENING IN FLORIDA

It does not take a great deal of money to set up in business as a market gardener. An acre of peppers is easily marketed, and is profitable. Many suggestions in "Garden Farming," by Corbett, can be applied to your own back yard at home.

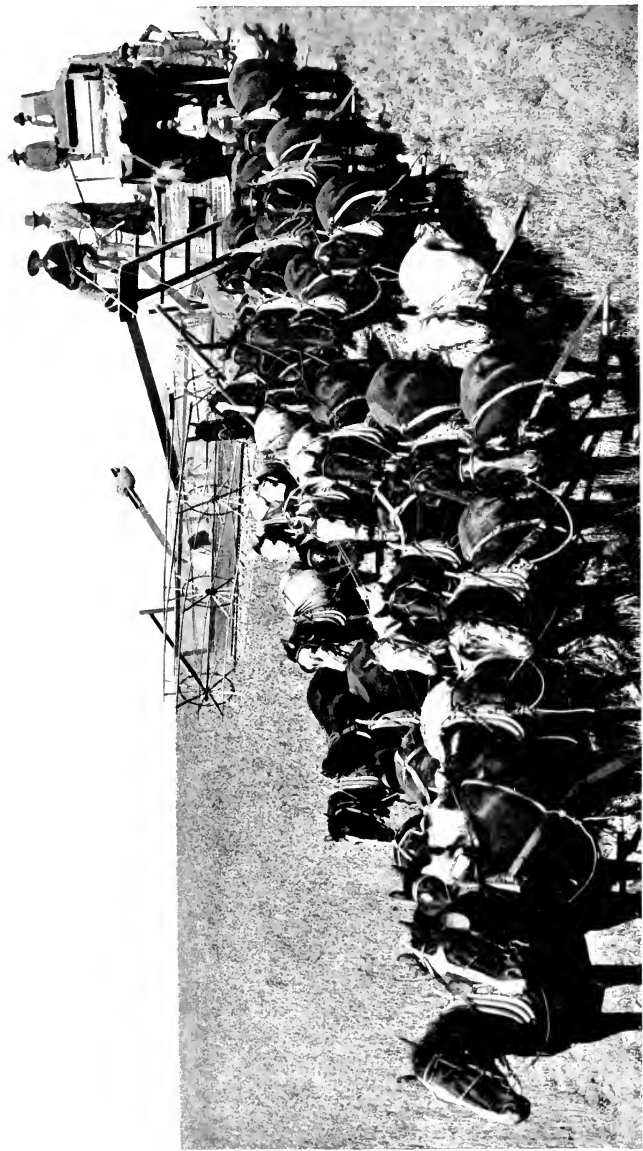


Courtesy National Geographic Magazine.

Photograph by Peter Henderson & Company.

WHERE THE SPUDS COME FROM

The Aroostook District in Maine is the country's potato patch. The picture shows a field of Irish Cobbler being barreled. Potato raising requires thorough soil preparation and constant attention, especially during the hot season. "Farm Management," by Warren, tells of production and marketing methods.

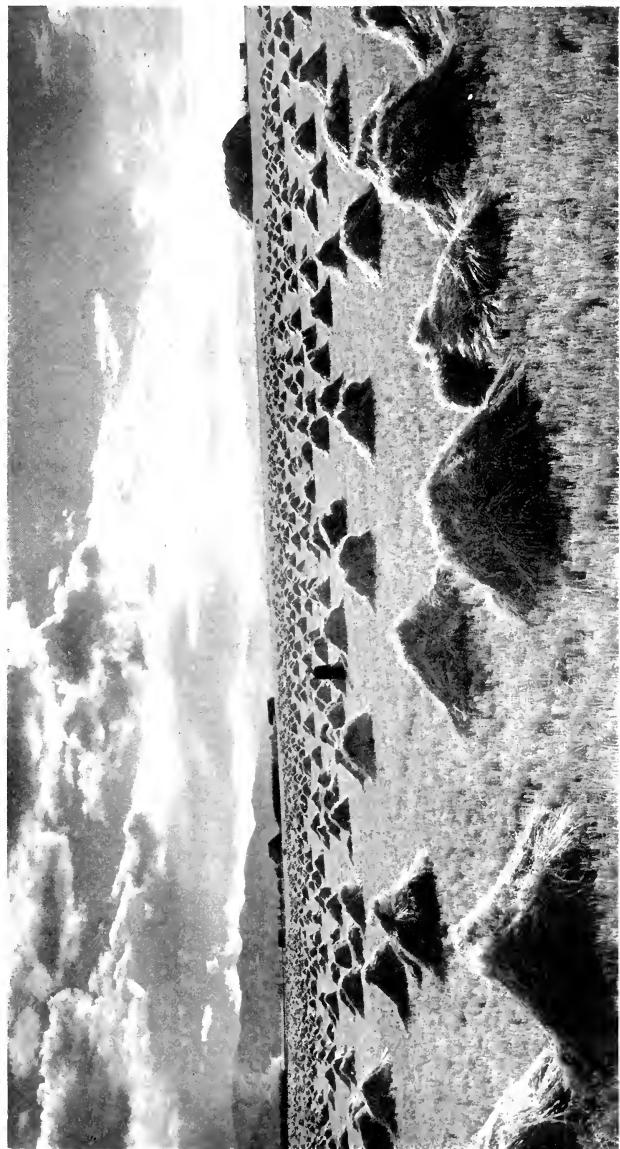


Courtesy Library of Congress.

CUTTING AND THRESHING WHEAT IN OREGON

Photograph by W. A. Raymond.

The horse is giving way to the tractor and the ten-thousand-acre fields to diversified farming and smaller farms with better profits.



Courtesy National Geographic Magazine.

AFTER THE HARVESTER

This picture of a wheat field in the Gallatin Valley of Montana is typical of the immense scale on which the great food crop is raised. For some years wheat must continue to be produced at the maximum to feed the world. Stephenson's "Traction Farming" explains the mysteries of tractor engines and their use on such large areas as this.

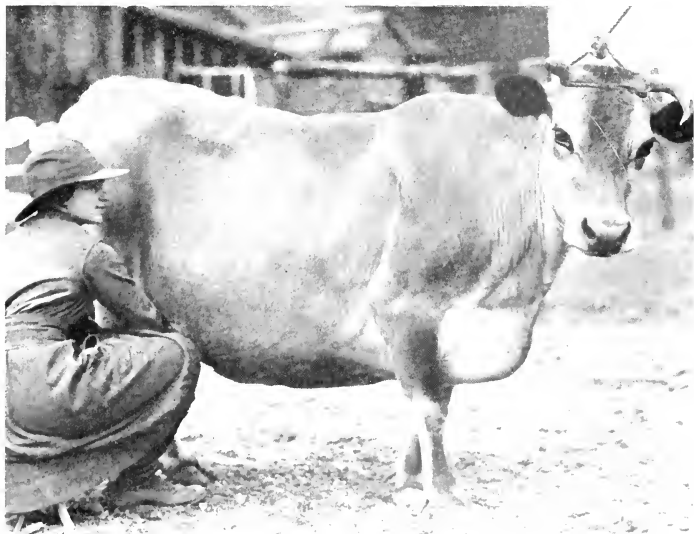
Photograph by Albert Schlecten.



Courtesy Agricultural Department.

**"HE WHO BY THE PLOW WOULD THRIVE HIMSELF MUST LORD
THE PLOW OR DRIVE"**

The character of a soil's structure is usually recognized by the farmer in a practical way through the manner in which it behaves under the plow. "Fertilizers and Crops," by Van Slyke, presents facts giving practical methods for using fertilizers in crop growing.



Courtesy National Geographic Magazine.

© Underwood & Underwood.

SHE HAS YOUR JOB BACK HOME

Maybe this girl has captured your job! If she is a competitor, better worry, but if she is the wife-to-be, there are plenty of better things for her than milking cows.

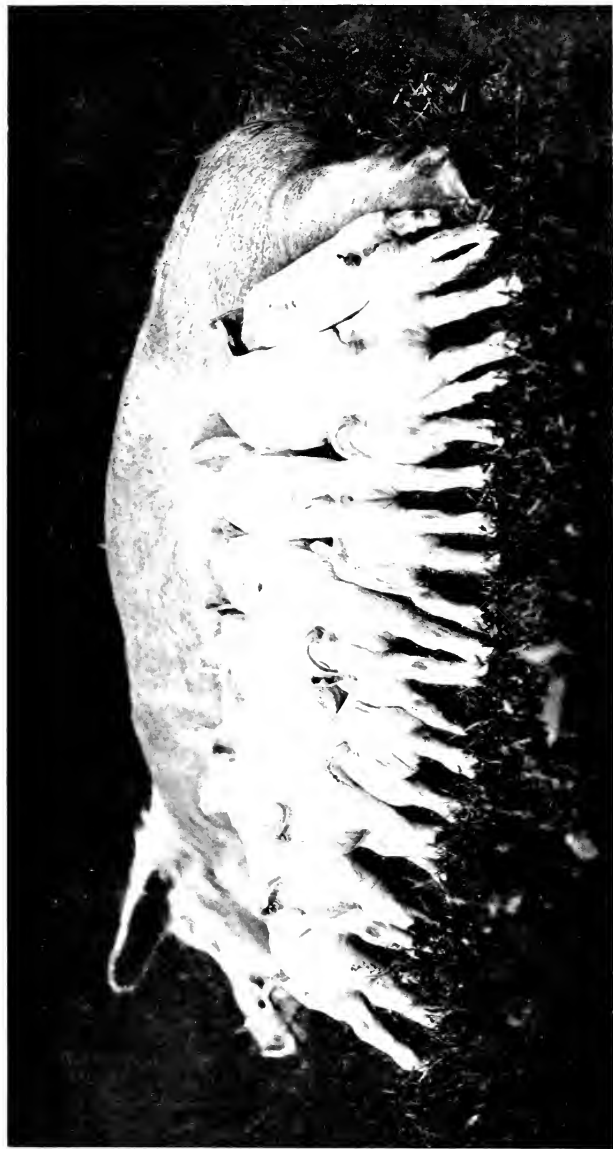


Courtesy National Geographic Magazine.

Photograph by Albert Schlecten.

A RANCH IN MONTANA

Ranching on the wide, open ranges, amid the grandeur of the mountains, appeals to some men, just as the broad prairies attract others. American beef-raising must continue to compete strenuously with that of Argentina, to supply the markets of the great Eastern cities. Read books on stock-raising, written by men who know.



Courtesy National Geographic Magazine.

A DOZEN WAYS TO MAKE MONEY

Plumb's "Types and Breeds of Farm Animals" gives special attention to hog-raising. For the investment of time and money, no animal brings so quick a return, for the hog forages around the farm, turning scraps and refuse into good meat and lard.



Courtesy Agricultural Department.

THE OLD HOMESTEAD



Courtesy Agricultural Department.

ONE OF THE FARMER'S MONEymAKERS

Small herds on eastern farms are increasing in number, because of the nearness of markets and the cheapness of land, especially in New England. Coffey's "Productive Sheep Husbandry," which has taken an expert five years to write, is a complete guide.



Courtesy Agricultural Department.

WOOL RAISING AS AN INDUSTRY



Courtesy Agricultural Department.

RUSTLING THEIR RATIONS

Always at it from morning until night. Chickens can often be raised around the farm house with very little purchased grain, and at that will furnish the golden eggs.

A SCORE OF WHITE BEAUTIES

Geese and duck raising are attractive side lines, for the demand for plump fowls, well dressed, is always steady, and prices good.



Courtesy Agricultural Department.

A FARMYARD FLOCK

This is about as large a flock as the average farmer finds time to handle. The real poultryman, however, goes in on a large scale, and needs to give every attention to the care and condition of his investment. Lewis's "Productive Poultry Husbandry" is now in its third edition, because of its usefulness.



Courtesy Agricultural Department.

CONTENTED COWS FILL THE PAIL



Courtesy Agricultural Department.

NURSING THE CROP ALONG

Things look mighty good to the farmer when the first blades of corn come through and he can start cultivating. In dry weather, keeping the soil fine and loose on top is worth a heavy rain. Not a weed here. At this rate there will be a bumper crop.



Courtesy National Geographic Magazine.

© Eugene J. Hall.

DISC-HARROWING WITH MULES IN THE WEST

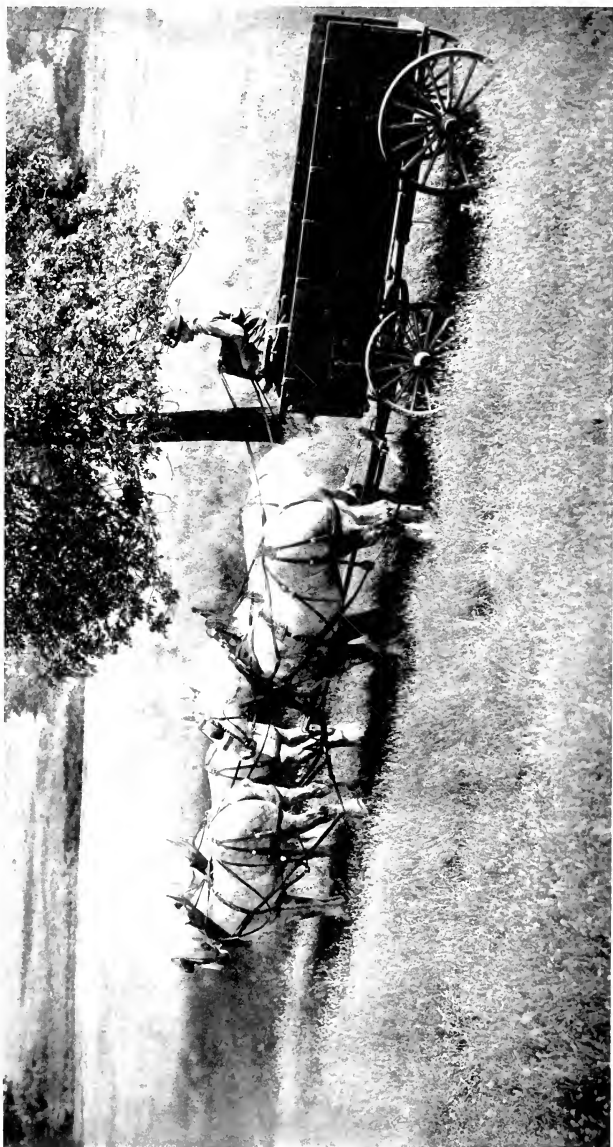


Courtesy National Geographic Magazine.

Photograph by M. L. Alexander.

KING CORN

The end of the season almost here, this man is counting his profits, for only bad luck can stand between him and a bounteous harvest. New uses of corn during the war will continue a growing demand for this crop. Van Slyke's "Fertilizers and Crops" discusses the culture of corn and the other field crops.



Courtesy Department of Agriculture.

FOUR OF A KIND AND EVERY ONE AN ACE

The war has put a crimp in the supply of farm work horses. Raising them is a science, but on every good farm there is an opportunity to produce quality horses that will make the work go with a rush, and may provide also for some sales. Plumb on "Types and Breeds of Farm Animals" gives practical methods for increasing the value of stock.



Courtesy National Geographic Magazine.

Photograph by H. J. Harvey.

JUST ONE ONION

But it spells success for this Louisiana market gardener, for he has staked his season's work on such a crop as this. Truck farming and hot-bed culture are the most intensive types of agriculture, with marketing as the chief factor in the profits.



Courtesy National Geographic Magazine.

SNOW AND ORANGES IN CALIFORNIA

Photograph by Putnam & Valentine.

In this land of plenty, the soil seems marvelously fertile. The successful rancher must needs have capital, for rain does not fall from heaven every month of the year, and with high acreage cost and irrigation bills one must have faith for several seasons.



Abel & Company.

SOME FARM BOOKS WRITTEN BY PRACTICAL FARMERS

"The average man learns from his own experience;
the wise man learns from the experience of others."

Time was when the "hayseed" type of farmer called books theoretical. His type is past, or else the books have become mighty practical, for the newer generation of farmers now depends on books and bulletins to keep on the right road. Bulletins of the Federal and State Governments, as well as the best farm books, may be borrowed from most of the 5,000 public libraries in the United States, as well as from the libraries maintained by the American Library Association in camps and hospitals.



Courtesy Agricultural Department.

LOADS OF MONEY

With the present prices and demand for fruit of all kinds, the orchardist has no fear of overproduction. The apple crop has steadily declined since 1896. This has been due mostly to neglect, which is the special temptation to the farmer who raises fruit as a side line. Commercial orcharding requires close attention all the year. Sears's "Productive Orcharding" is written by a practical fruit raiser.



Courtesy National Geographic Magazine.

COTTON WHARVES

From the great cotton markets of the South, tons of the commodity are shipped to American and foreign mills. Men are needed with a keen knowledge of marketing methods, of advertising the product and supervising the selling force. An excellent guide to commerce is Hough's "Practical Exporting."

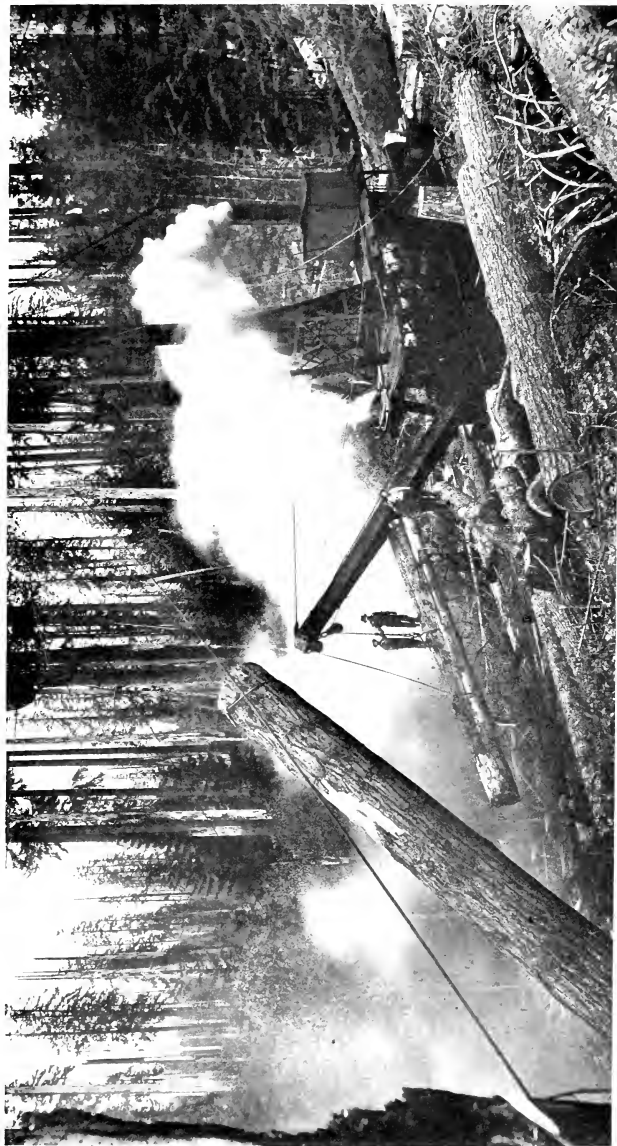
Photograph by Putnam & Valentine.



Courtesy National Geographic Magazine.

LUMBER MILLS AT SEATTLE, WASHINGTON

The lumber industry today is one of keen interest to the Railroad Administration, for, at the present time, there is a serious shortage in railroad tie production alone. Many mills are running at half-load because of the need for men pertaining to management.



Courtesy Library of Congress.

STEEL SPAR SKIDDER WITH SWINGING LOADING BOOM

Two eight-foot fir logs on loading trucks which have been snubbed down a logging railroad incline four thousand feet long and up to a forty-eight per cent grade. Read "Our National Forests," by Boerker.

Copyright Darius Kinsey.



Abel & Company.



Abel & Company.

SALESMANSHIP

"Retail Selling and Store Management," by Nystrom, explains the problems that arise in the retail store, the final link in the great chain extending from producer to customer. Knowledge is everything and a man cannot go very far wrong on a subject he knows a lot about.

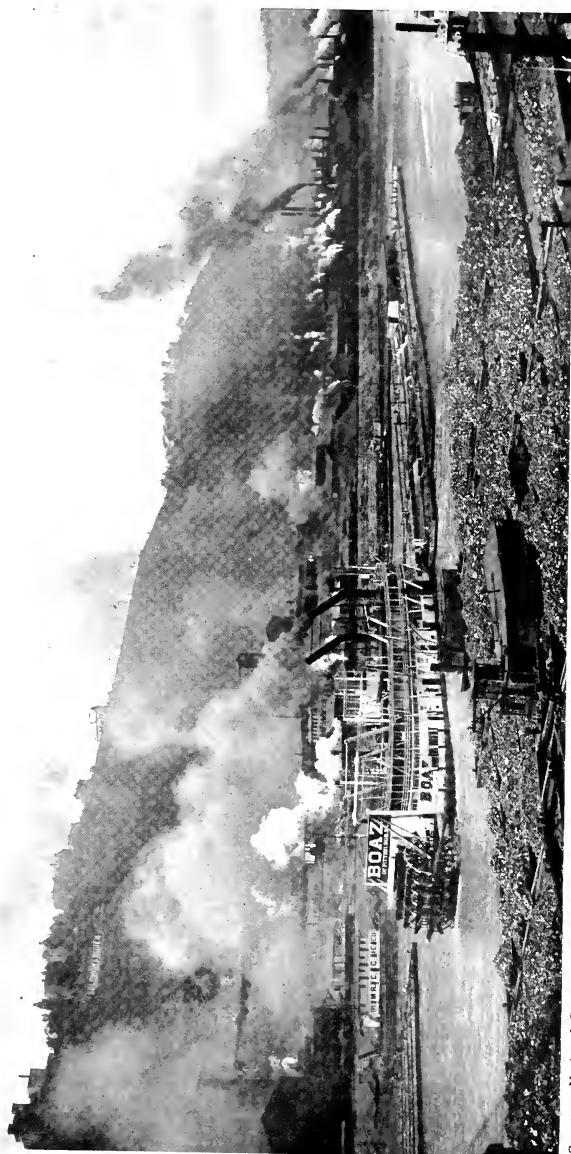
LEARNING THE OVERHEAD OF BUSINESS

In the office one gets acquainted with principles and methods of management. Barrett's book, "Modern Methods in the Office," gives helpful suggestions in the routine of office business.



BOOKS ON BUSINESS

Abel & Company.

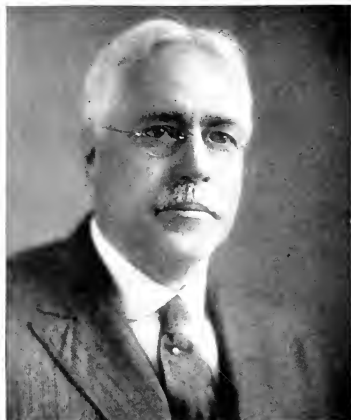


Courtesy National Geographic Magazine.

Photograph by Joseph E. Ransdall.

DEPARTURE OF A GREAT COAL FLEET FROM PITTSBURGH

The smoke and steam from a thousand chimneys, the pulsing engines of the river craft, the tons of coal and finished products, all suggest the possibilities that await in every field of industry.



Copyright Harris & Ewing.

FRANK A. VANDERLIP

A FINANCIER

Beginning in overalls as a farm hand and a machinist at \$1.35 a day, he felt the need of book knowledge so keenly that with his own savings and at night he took courses in mathematics, shorthand, and economics, and moved steadily from shop foreman to newspaper worker, to financial editor, to secretary to the head of the Federal Treasury, to manager of the Government Spanish war loan, to Vice-President and President of the National City Bank of New York, and the country's greatest authority on financial matters. Everywhere in his career he has used the knowledge gained by other men and written into books. As Chairman of the financial campaign for the Library War Service he has helped the librarians of the country in placing over four million books in the hands of America's fighting men.

Mr. Vanderlip, in his book, "Business and Education," says: "The thing that the young business man should clearly understand is that a well-directed course of systematic reading will be of value not so much in helping him better to do the work he has in hand as in preparing him to do much more important work. The young bank clerk, whose duties are simple and routine, may ask what good it will do him to know the history and provisions of the national banking law. It will do him very little good if he intends always to be a bank clerk; it may do him a great deal of good if he hopes to be a bank officer. Generally speaking, he should read along lines which will give him knowledge that his superiors ought to have, and this will mean that he is fitting himself for better things.

If his career is in mercantile lines, he should seek the fullest information regarding his particular line of business. The shoe salesman who will specialize his reading upon leather and leatherworking, who will learn about the different processes of tanning and the different methods of manufacture, will not only be a better judge of the goods he is handling, but will be better able to sell them. The bank clerk who will master the history of the development of the banking system may not see the application of that knowledge to his daily task, but if opportunity some time knocks at his door he will be much better prepared to accept the burden of greater responsibilities and wider usefulness."



Courtesy Library of Congress.

GOLD ASSAYING

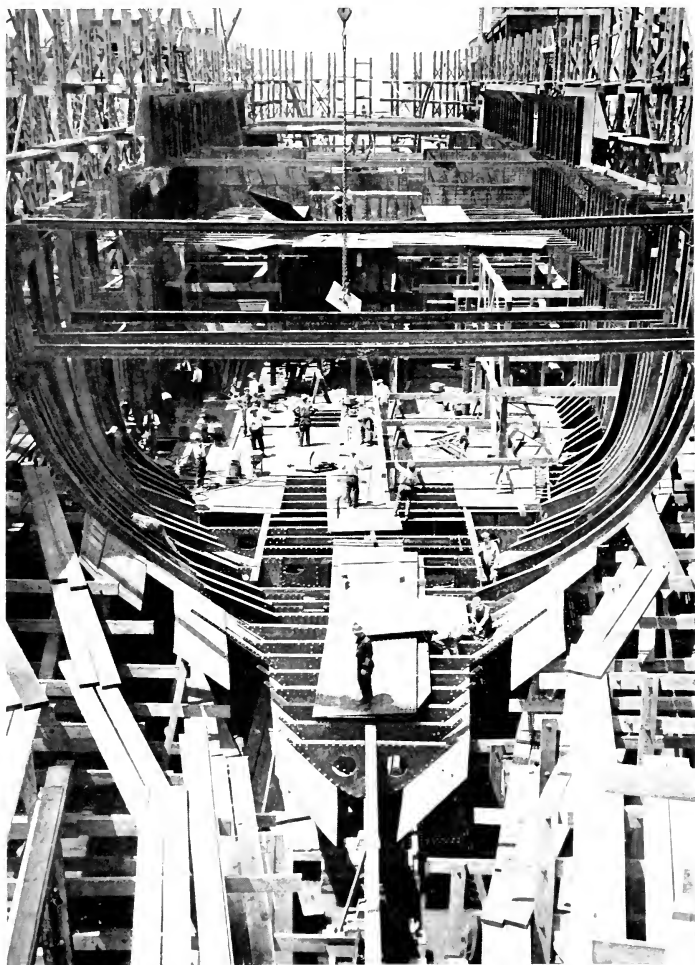


Courtesy Library of Congress.

Copyright Wm. H. Rau.

THE CALL OF BLUE WATERS

America is again facing forward to the sea. The ancient thrill of the wide salt spaces appeals once more to the youth of America. With the renewed and aroused interest in shipbuilding and an abundance of ready capital, our merchant marine is a practical accomplishment. "Modern Seamanship," by Austin M. Knight, describes naval and merchant service.



Courtesy National Geographic Magazine.

THE SKELETON OF AN OCEAN CARRIER

Once again the United States is to take her place as one of the leading maritime nations of the world. There is an increasing market in foreign countries for American products and shipyards call for strong men experienced in a variety of trades. "The Shipbuilding Industry," written by Kelly and Allen, has the indorsement of the United States Shipping Board.



Courtesy Committee on Education and Special Training.

THE WIRELESS MAN

Wireless communication has proven its commercial value during the past few years and has developed rapidly during the war. "Practical Wireless Telegraphy," by Bucher, gives the student a simple explanation of the basic principles of the apparatus.



Abel & Company.

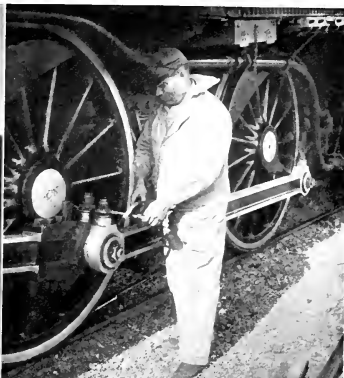
BOOKS ON RAILROADS AND SEA TRADES



Copyright Underwood & Underwood.

THE TRAIN DISPATCHER

"Operation of Trains and Station Work," by Prior, is a practical handbook for the train dispatcher.



Copyright Underwood & Underwood.

TIGHTENING THE BOLTS

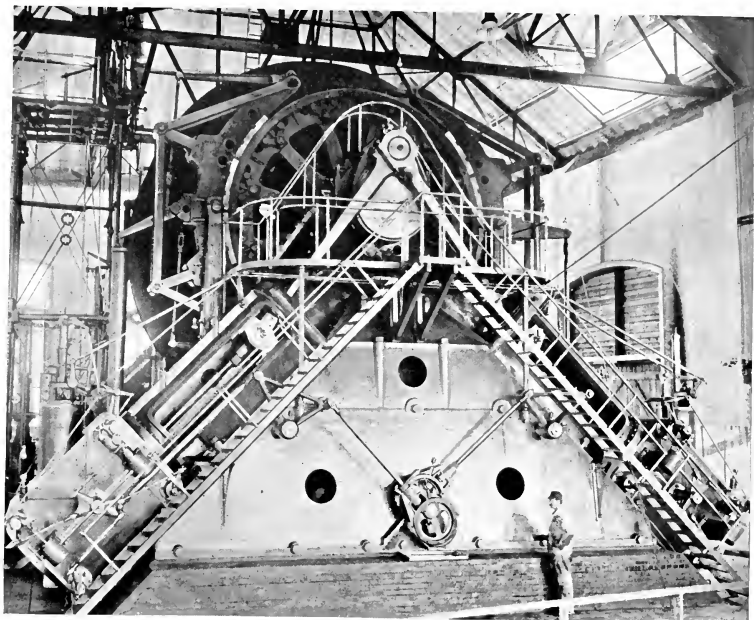
"Sinclair's Locomotive Engine Running and Management" was written to assist the engineer to solve elemental problems.



Courtesy Library of Congress.

THE RAILROAD IS LIFE ITSELF

Out of the fiery molten steel comes the locomotive. If you would better understand the iron horse, find your way to any of the great plants in which he is being built or read books which describe his beginning in a factory. In the drafting room each locomotive is given a whole ledger page—sometimes two or three—for specifications. From these specifications the young draftsmen take their instruction. They work out their charts and elevations, their detailed plans; and the ink is hardly dry upon their drawings before they are whisked away to the blue-print rooms. The blue-prints are still damp when, in turn, they are hurried to the different construction shops of the plant. "The Modern Railroad," by Edward Hungerford, gives an idea of the involved detail of railroad operation.



Courtesy McGraw-Hill Publishing Co.

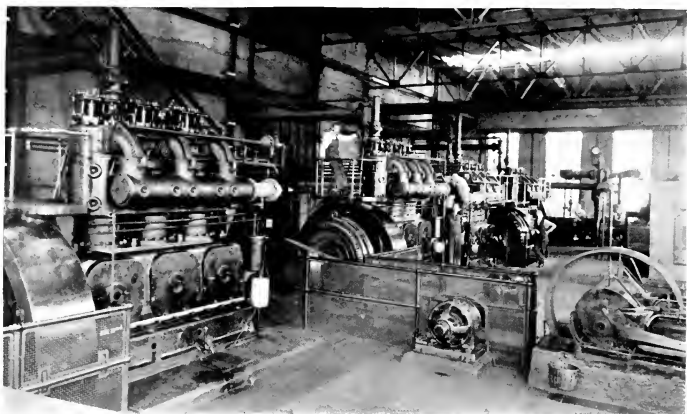
Copyright Power Magazine.

A CORLISS ENGINE

Prof. R. H. Thurston expresses the progress in the realization of the practical possibilities and economics from the power of steam:

"The end of the nineteenth century is that of one which will always remain pre-eminent in history as the age in which the steam-engine took shape in the hands of Watt and Sickles and Corliss and Greene, of Porter, and their successors, and thus brought in the factory system and all our modern methods of production, in the improvement of the condition of the people, and in all the material advancement in the industrial arts which has made the century distinctively one of supremacy of the mechanic arts. The close of the century finds the steam-engine, though threatened with displacement by other motors, in the view of many writers, nevertheless the great motor of the age. Substantially all of the power employed by the civilized world is supplied by this great invention—congeries of inventions, rather—the product of a series of improvements, of an evolution effected during the hundred years or more just past. The limit to be possibly attained in its development and perfection will always remain a subject of intense interest to the profession and to the world."

The rapid progress recently made in steam-turbine design has given it a leading position in its special field of usefulness. We can scarcely realize the fact of the startling changes in the industrial and financial values in all the civilized world that have occurred within our memory and that have been due to education and its bearing upon this inventive age, and in which steam, with its work, has been one of the principal factors. "Modern Steam Engineering," by Hiscox, is a practical work.



Courtesy McGraw-Hill Publishing Co.

ONE THOUSAND HORSE-POWER DIESEL ENGINE POWER PLANT

Such plants as these are the backbone of the manufacturing industries of the nation. The energies of thousands of men are concentrated on finding new methods and solutions to increase power while reducing costs and the consumption of fuel. "The Internal Combustion Engine Manual," by Sterling, includes a good section on the Diesel Engine.



Courtesy Committee on Education and Special Training.

THE DRAFTSMAN

Not only the skill and accuracy of the man with the T-square, but his knowledge of engineering and his interest in every detail of the result are called into play. Read French's "Engineering Drawing," which with other books on the subject will help the man who cannot attend classes.



Courtesy National Geographic Magazine.

A LABYRINTH OF BRIDGES ACROSS CUYAHOGA RIVER, CLEVELAND

First the idea, then the skill of the expert designer, then the careful craftsmanship of the fabricators and workmen. Man's every quality and ambition have had an opportunity for expression here, to give service to millions. The book "Engineering as a Career," by Newell and Drayer, points the way to the various branches of engineering.



Courtesy J. G. Gessford.

GEORGE WESTINGHOUSE

reader. Late at night he would pore over books on technology, and the current magazines were a constant source of inspiration to him.

His life is an inspiration for every man. He fought his way against every obstacle. Francis E. Leupp's "George Westinghouse; His Life and Achievements," tells the story in a fascinating way, and gives many side-lights on industry and invention.

A GREAT INVENTOR

The career of George Westinghouse, one of the greatest benefactors of the civilized world, reads like a romance. He was one of the foremost American inventors, from the time of his first creation of the rotary engine at the age of fifteen. His father thought his work was "trumpery."

Although best known as the inventor of the automatic air brake, his automatic railway signal occupies an equally important position as a safe-guard to modern high-speed railroading. He, too, was the pioneer, against tremendous opposition, in introducing into America the alternating current machinery which has rendered possible the transmission of electric power for long distances, and enabled our engineers to utilize valuable water-courses.

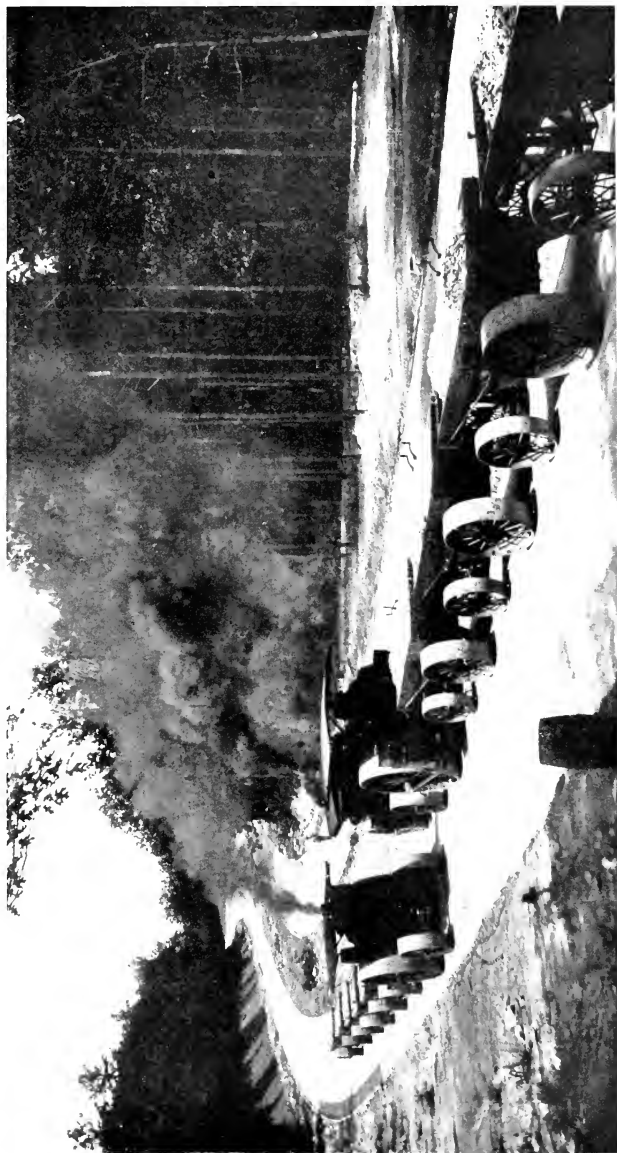


Courtesy Pratt Institute Free Library.

Photograph by White Studio.

ENGINEERS PREPARING THEMSELVES

At the Pratt Institute Free Library at Brooklyn, and in other large libraries, special rooms are set aside for ambitious men who wish to study on their vocations. Even the village library has some technical books, and what it lacks may be borrowed from other libraries. Every man has an opportunity to study, if he will.



Courtesy National Geographic Magazine.

HAULING ROCK ON CONCRETE ROADS

Public Highways.

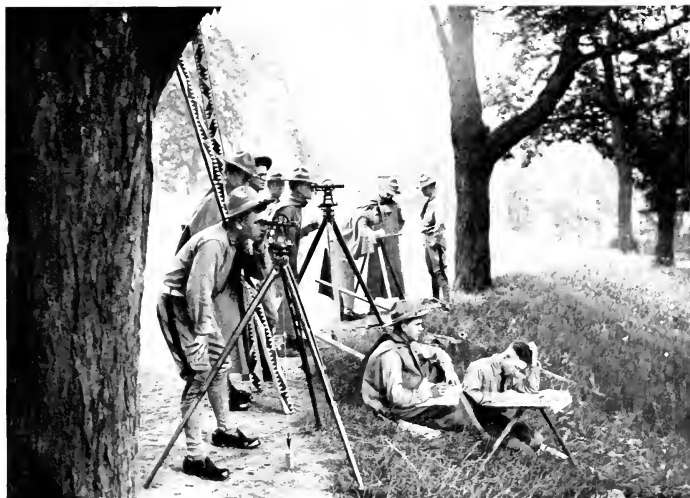
The scale on which public improvements are now being carried on is suggested by this scene in the building of a country road. Only concrete will stand the long wear. A score of occupations have had a hand in this job.



Abel & Company.

SOME BOOKS FOR ENGINEERS

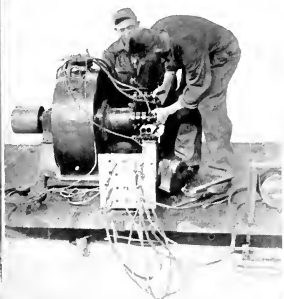
Books like these have stood the test. Civil, mechanical and electrical engineering appeal to a million men, and these books will help them win their way.



Copyright Underwood & Underwood.

THE PIONEERS

The surveyor is the man who prepares the way for civilization and construction. If it is for railroad work, read Raymond's "Elements of Railroad Engineering." There are textbooks on other branches too.



Courtesy Committee on Education and Special Training.

THE ELECTRICAL WORKERS

The electrical branches offer countless opportunities for the man with a mechanical turn. Power-plant operation and the application of electricity to every industry are treated in reliable books. Try Croft's "Practical Electricity," which already has brought success to thousands of men.



Courtesy Committee on Education and Special Training.

TRACTOR FARMING

Unravelling the mysteries of engine and transmission is something for which the farmer must be prepared, as well as the gasoline engine expert at the factory. Read "Tractor Farming," by J. H. Stephenson, and Page's "Modern Gasoline Automobile," which is especially good on engines.



Courtesy Committee on Education and Special Training.

HEADS TOGETHER ON A MOTOR JOB

Very little manufacturing is now done outside of factories. A specialization in the manufacture of electrical apparatus, winding of armatures and assembly of parts requires substantial reading of the books that are now available on every branch of electricity.

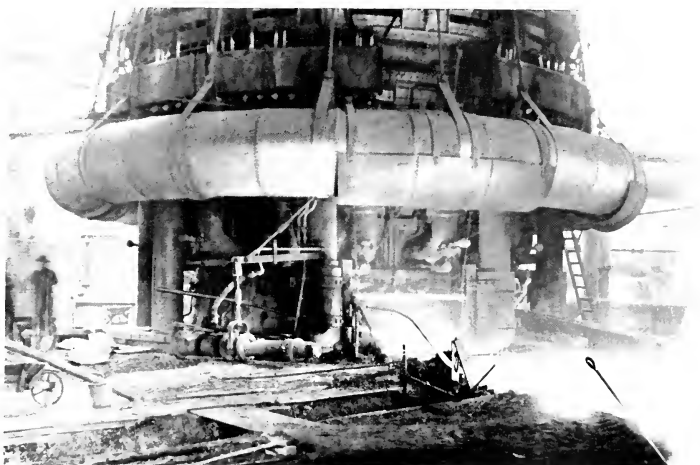


Courtesy National Geographic Magazine.

Photograph from Carnegie Steel Co.

DROP HAMMER FORGING AN AXLE FOR RAILROAD CAR

The hand that turns the axle rules the commercial world. Industry waits upon the railroad, and the railroad waits upon the mill which makes its equipment. Study Bradley Stoughton's "Metallurgy of Iron and Steel."



Courtesy National Geographic Magazine.

Photograph from Carnegie Steel Co.

THE BUSINESS END OF A GIANT BLAST FURNACE

At the top it takes in coke and ore and limestones and turns loose two streams of molten material at the base. It is a large, circular, silo-shaped affair, some 90 feet high, kept going day and night, Sunday and Christmas alike, year in and year out, when it does not give way under the strain.

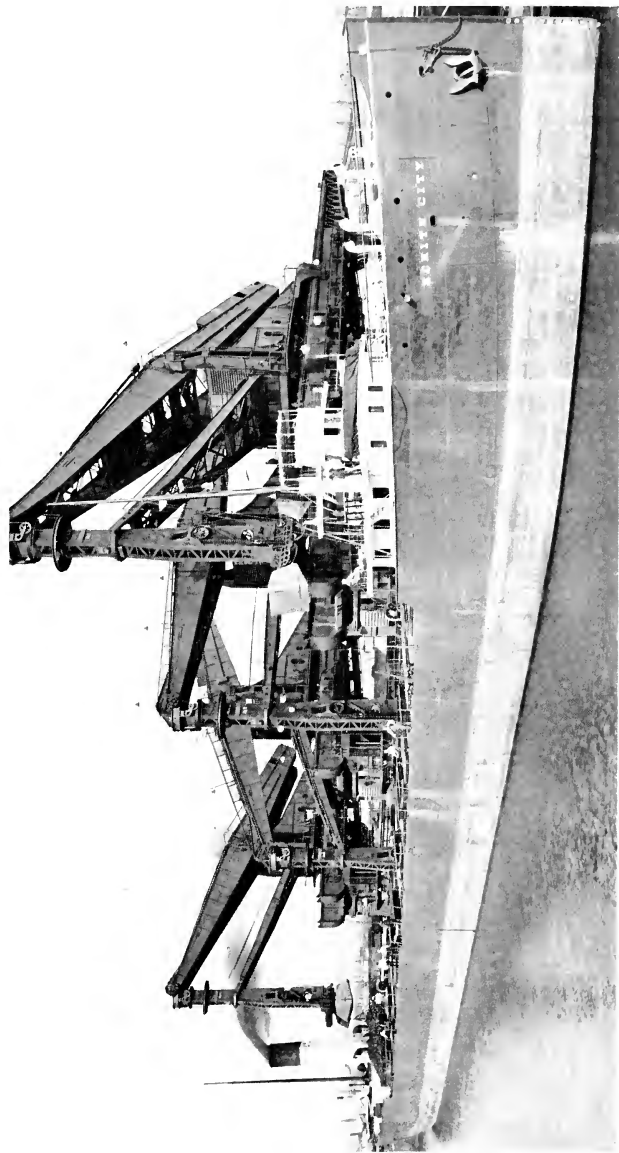


Courtesy National Geographic Magazine.

Photograph by J. Horgan, Jr.

A JACKHAMMER DRILL AT WORK, DRIVEN BY COMPRESSED AIR

With one of these machines a miner can drill as many holes in one hour as he could in eighteen with the old-fashioned hand drill. The laborer has a chance to rise by making himself more valuable. Read "Principles of Mining," by Herbert Hoover, whom the world knows as Food Administrator, but who, before that, had become an expert miner and the President of the American Institute of Mining Engineers.



Courtesy National Geographic Magazine.

HULETT UNLOADER REMOVING THE ORE FROM A LAKE FREIGHTER

The unloader in the foreground with its 17-ton bucket open, is ready to grab a load when the walking-beam dips down. A battery of these busy giants has transferred as much as 11,083 tons of ore from the hold of a ship to its stack pile in three hours and forty minutes. L. W. Spring's "Non-technical Chats on Iron and Steel" describes the whole industry.



Courtesy National Geographic Magazine.

Photograph by Paul Thompson.

THE OXY-ACETYLENE WORKER

The oxy-acetylene flame and the electric arc have been potent factors in supplying Uncle Sam with tonnage. They have shortened the processes in structural steel work, metal furniture making, and in repairing and welding metals in every branch of industry. There are good books on acetylene and electric welding.



Courtesy National Geographic Magazine.

THIRTY TONS OF MOLTEN STEEL

Into this gigantic bucket pours the white stream of melted metal from the blast furnace. Skilled workers, alert to every factor in the condition of the steel, tap it into the molds on little cars, and from here it goes to the rolling mills, where it is formed into plates, bars, and rails. Read Johnson's "Blast Furnace Construction" or Gray's "Foundry Work."



Courtesy of Collier's.

THE STEEL WORKER



Abel & Company.

BOOKS FOR MINE AND METAL WORKERS

Written by practical men who have spent their lives in these specialties.
Such books show recent practice and are illustrated by pictures and diagrams.



Courtesy Youngstown Public Library.

HOW ONE LIBRARY HELPS INDUSTRY

In an inland steel city the Library used the "patriotic" bill board on the city square to advertise the books which would help men ahead. At one end is a lighted exhibit case showing samples of the books.

Photograph by Charles R. Brown.



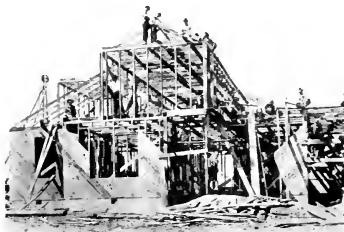
Courtesy Frederick J. Drake & Co.
FRED T. HODGSON

"WHO SAYS BOOKS ARE NOT PRACTICAL?"

Fred T. Hodgson, "The Grand Old Man of Carpentry," spent his early years at the trade and wrote books about it that have been read by thousands of men. Picture him at your elbow, advising and pointing out better methods and giving you his best thought and knowledge. In his book, "Modern Carpentry," he says: "While it is not absolutely necessary that, to become a good mechanic, a man must need be a good scholar or be well advanced in mathematics or geometry, yet, if a man be proficient in these sciences, they will be a great help to him in aiding him to accomplish his work with greater speed and more exactness than if he did not know anything about them."

The carpenter has always been a worker in wood and probably will always be so, unless we are so foolish as to neglect the newer art of Forestry to such

an extent that in the course of time we have no wood wherein to work and with which to build and decorate our habitations. The building and the decoration of houses and other structures has always been the special contribution of the carpenter to the welfare of the community, and this feature has distinguished him from other woodworkers, such as carriage-builders, shipbuilders, coopers, and makers of various implements. But whereas the carpenter formerly did all the work connected with the building or decoration of the structure, he now performs only a small part of it. At one time he was called upon to prepare the rough lumber for framing, windows, together with their frames, and



THE HOME-BUILDERS

erect the building, make the doors and then make and put in place all the outside and inside finish, even including the furniture. In these days, however, factories are doing a great deal of this work, such as the manufacture of doors and window sash, interior finish, furniture, etc., and the lumber which was formerly prepared by hand is now sawed, cut, planed, molded, and even sandpapered by machinery, leaving for the carpenter the preparation of the framing of such buildings as are not large enough to be built of brick, stone, or steel, and the putting in place at the building of the exterior and interior finish which has previously been made ready so far as possible at the factory. The old-time joiner has given way to the modern cabinet-maker or the factory woodworker, and his plane, saw, and chisel have been replaced by electrically-driven machinery of the planing mill and the door factory. Nevertheless, the principles upon which the art of carpentry is based have not changed, and we still use the formulas and profit by the wisdom which has come down to us from our fathers.

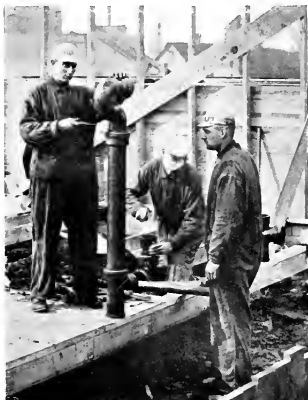


THE WINDOW FRAME

The history of concrete is a history of an ancient and highly developed art, long lost and forgotten during the dark centuries of the middle ages, and having a new awakening and renaissance nearly two thousand years later. Some of the costly and magnificent structures of concrete built by the Romans during the period of their supremacy still remain as time-defying evidence of their great skill as constructors, and as monuments to the utilitarian character of their art. As a seed planted in an arid soil springs to life at the first visiting of rain, so has concrete been born anew in the twentieth century when the state of industrial and constructive art became favorable to its development; and with such new life it has reached a much higher state of development, and



MIXING THE FIRST BATCH



PLUMBING

attained a wider application and a more permanent place in our civilization than was ever dreamed of by our Roman predecessors. Our ancestors progressed from the Stone Age to the Iron Age; we seem to be passing from the Steel Age to the Cement Stone or Concrete Age. We tread on concrete walks, travel in concrete subways, over concrete bridges, live and work in concrete buildings, store our grain in concrete elevators, draw our water from concrete reservoirs and cisterns, sanitize our cities with concrete sewers, and are finally buried in concrete cases deposited in concrete tombs, and our numerous virtues are inscribed on concrete monuments.

It is certainly well that the development of concrete has come at a time when our rapidly disappearing forests have given serious alarm as to our future supply of timber, and what a boon the concrete industry will be to humanity and civilization throughout the world cannot be appreciated so well today as it will be years hence when the supply of timber has fallen far below the normal requirement. The use of concrete, simple and reinforced, is

already reducing the consumption of structural steel. The materials for cement and concrete abound in every part of the country; and while the arts of making and using them are still in their infancy, the products promise to become superior to steel and stone in strength, durability and convenience, and economy and use.

We can prophesy that future ages will be grateful to the present one for the renaissance of concrete, for with it, as time goes on, will come more beauty in our structures, more healthful conditions of life resulting from the sanitary nature of the material, more buildings of historic fame, and temples far more creditable to our architecture; for when the present monumental structures of timber, steel, and iron shall have succumbed to the corroding hand of Time, our concrete structures, built of more enduring stuff, will still live and endure to tell the story of the rebirth of concrete in the Twentieth Century. The "Popular Handbook for Cement and Concrete Users," by Lewis and Chandler, gives the kinds of cement and how they are made.



THE MAN AT THE ANVIL



Abel & Company.

THE SHOW-CARD WRITER

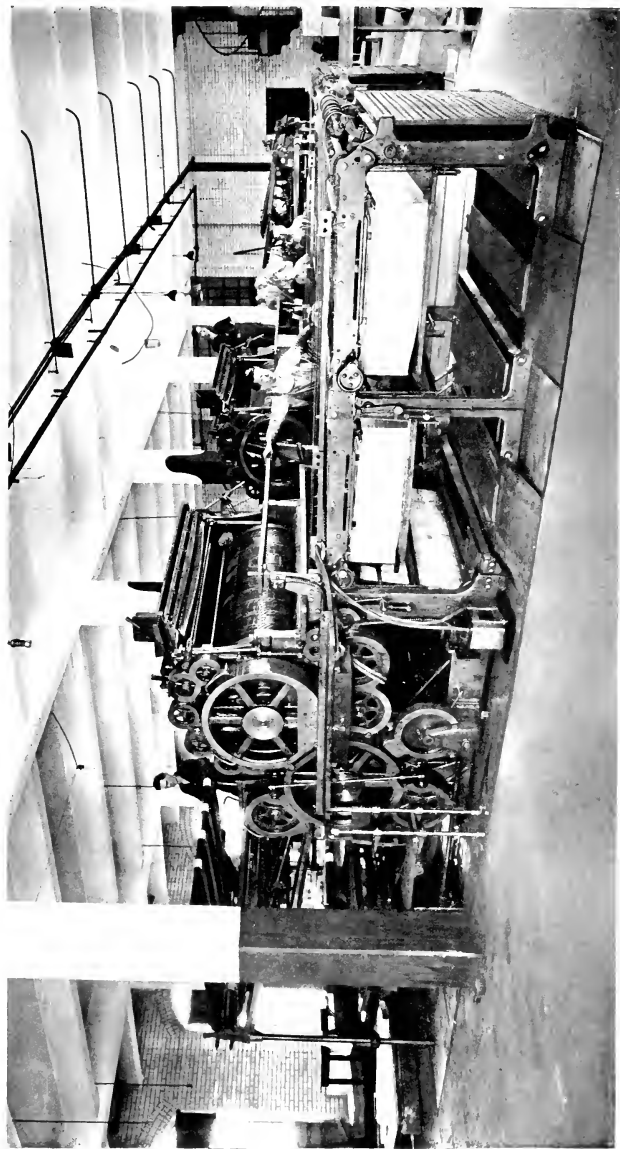
Here art and business join hands, for the show-card man has to know the principles of advertising and visualize them to the public in lettering and design that will "sell the story." The joy of creation is always with the man who wields the brush.



Courtesy Committee on Education and Special Training.

THE WHEELWRIGHT

The constant improvements in wagons, sleighs, and farm implements and the increasing variety and complexity of objects to be repaired, even to automobiles and trucks, require continuous mental development. "Modern Blacksmithing," by J. G. Holstrom, contains helpful hints in solving small-town problems.



PRESSES ON WHICH THE NATIONAL GEOGRAPHIC MAGAZINE IS PRINTED

The printing business today is replete with labor and time-saving devices and is being conducted on the basis of both expediency and efficiency. "Printing," by Frank A. Henry, is an excellent guide to the student who takes up printing as his life's work.

VOCATIONAL BOOKS

The following books have been supplied to transports, hospitals, and camp libraries to be used in connection with the volume "Your Job Back Home."

RAILROAD AND SEA TRADES

Locomotive engine running and management
Men on deck
Modern seamanship
Navigation
Practical exporting
Practical wireless telegraphy
Principles of ocean transportation
Operation of trains
Shipbuilding industry
Telegraphy self-taught

Sinclair
Riesenburg
Knight
Jacob
Hough
Bircher
Johnson & Huebner
Prior
Kelly & Allen
Edison

ENGINEERING

Construction of roads and pavements
Elements of railroad engineering
Engineering drawing
Engineering as a career
Gas engine troubles and installation
Internal combustion engine manual
Modern gasoline automobile, its design, construction, maintenance, and operation
Modern steam engineering
Practical electricity
Steel construction

Agg
Raymond
French
Newell
Rathbun
Sterling

Page
Hiscox
Croft
Burt

MINING AND METAL TRADES

Blast furnace construction
Chats on steel
Foundry work
Machine shop practice
Metallurgy
New tinsmith's helper and pattern book
Principles of mining
Textbook of advanced machine work

Johnson
Spring
Gray
Kaup
Stoughton
Williams
Hoover
Smith

AGRICULTURE

Farm management
Fertilizers and crops
Garden farming
Productive dairying
Productive orcharding
Productive poultry husbandry
Productive sheep husbandry
Traction farming
Types and breeds of farm animals

Coffey
Van Slyke
Corbett
Washburn
Sears
Lewis
Coffey
Stephenson
Plumb

ARTISAN TRADES

Carpentry
Cement worker's handbook
Complete modern carpentry and joinery
Modern blacksmithing
Modern plumbing
Photography
Printing
Steam and hot water
Woodworking for secondary schools

Townsend
Lewis
Hodgson
Holstrom
Starbuck
Roebuck
Henry
King
Griffith

VOCATIONS

Business employments
Occupations
Vocational guidance
Young man and his vocation

Allen
Gowin & Wheatley
Brewster
Harris

BUSINESS

Advertising and selling
Bookkeeping complete
Business letters
How to deal with human nature in business
Newspaper writing
Practical work of a bank
Retail selling
Retail selling and store management

Hollingsworth
Miner
Gardner
Cody
Beyer
Kniffin
Fisk
Nystrom

Every Man's Job Is to Be a Good Citizen

These books on timely topics are selected and supplied by the American Library Association to supplement the lectures given in the camps by the welfare organizations. They are of interest to men who plan to make good at their work and who feel that they wish to take a citizen's part in their own local and national government.

THE JOB AHEAD

Finding the Work

Business employments
Occupations
Profitable vocations for boys
Vocational guidance for the professions
Young man and his vocation
Bulletins
Publications

Allen
Gowin & Wheatley
Weaver
Brewster
Harris
U. S. Employment Service
U. S. Federal Board for
Vocational Education

Working the Find

Making good
Proverbs
Succeeding with what you have
Success in business
Training for efficiency
What men live by

Faris
Modern Reader's Bible
Schwab
Rose
Marden
Cabot

A COUNTRY PROSPEROUS

National Prosperity

How the world makes its living
Industry and trade
Principles of wealth and welfare
Principles of economics

McPherson
Bishop & Keller
Raper
Seager

Individual Prosperity

Money; what it is and how to use it
How to get ahead
Work, wages and profits
Cost of living

Hayward
Atwood
Gantt
Clark

Agriculture the Basis

Lure of the land
New business of farming
New earth
Principles of agriculture

Wiley
Dimock
Harwood
Bailey

A COUNTRY WELL GOVERNED

World Issues in Government

Real business of living
World war issues and ideas
Democracy vs. autocracy
Governments of Europe

Tufts
Speare & Norris
Geiser
Ogg

American Ideals in Government

American spirit
North American idea
My country
Preparing for citizenship
Civics for new Americans
Elementary civics
Use your government

Monroe & Miller
Macdonald
Turkington
Guitteau
Hill & Davis
McCarthy
Franc

Value of an Education

Why go to college
College and the man
Money values of education (Bulletin No. 22, 1917)

Cooper
Jordan
U. S. Bureau of Education

Fifty Good Books Which Every One Likes

This list is offered in the belief that every book is a favorite and well worth reading.

FICTION

Adventures of Sherlock Holmes	Doyle	Light of western stars	Grey
Ben Hur	Wallace	Little Shepherd of Kingdom Come	Fox
Call of the wild	London	Lorna Doone	Blackmore
Caleb West	Smith	Luck of Roaring Camp	Harte
Captains courageous	Kipling	Les Miserables	Hugo
Cloister and the hearth	Reade	Mr. Pratt	Lincoln
Conquest of Canaan	Tarkington	Prisoner of Zenda	Hawkins
Count of Monte Cristo	Dumas	Right of way	Parker
Crisis	Churchill	Shepherd of the hills	Wright
David Copperfield	Dickens	Tale of two cities	Dickens
Fortunate youth	Locke	Three Musketeers	Dumas
Gallagher and other stories	Davis	To have and to hold	Johnston
Honorable Peter Stirling	Ford	Treasure Island	Stevenson
In our town	White	Tom Sawyer	Twain
Ivanhoe	Scott	Virginian	Wister
John Halifax, gentleman	Craik	Westward! Ho!	Kingsley
Last of the Mohicans	Cooper		
Leavenworth case	Green		

BIOGRAPHY

Autobiography	Theodore Roosevelt
Everyday life of Abraham Lincoln	F. F. Browne
Making of an American	Jacob Riis (an immigrant social worker)
Promised land	Mary Antin (a Jewish immigrant)
Sailor's log	Robley D. Evans (an admiral of the U. S. Navy)
Story of my life	Helen Keller (deaf, dumb, and blind)

MISCELLANEOUS

Adventures in contentment	Grayson	Oregon trail	Parkman
Essays of Elia	Lamb	Our nation in the making	Nicolay
Fighting fleets	Paine	Vagabond journey around the world	Franck
Golden treasury of verse	Palgrave	What men live by	Cabot
Life on the Mississippi	Twain		
Macbeth	Shakespeare		

A printed list of all the books mentioned in this volume can be obtained from the person in charge of any camp or hospital library, or from any other A. L. A. representative. The list will be sent by mail if a request is addressed to the American Library Association at any of the following addresses:

Library of Congress, Washington, D. C.
78 East Washington St., Chicago.
10 rue de l'Elysee, Paris.

How to Get the Books

Every man in the Army, Navy, and Marine Corps, no matter where in the world he is stationed, will find that the American Library Association has followed him with books, or is willing to follow him, if by any chance he has been overlooked.

OVERSEAS:

Many of the books mentioned in this volume are in the libraries provided by the A. L. A. for the A. E. F. In addition to these libraries, the A. L. A. has placed collections of books in Red Cross, Salvation Army, Y. M. C. A., and other welfare buildings. If a particular book cannot be found in one of these collections, a request for it should be addressed by mail to the American Library Association, 10 rue de l'Elysee, Paris, France. The book will be sent by return mail, free of charge, to keep for one month, to any man of the American Expeditionary Forces.

ON TRANSPORTS:

Small collections of books are maintained by the A. L. A. on returning transports. Every transport, equipped with a library in an American port, is supplied with at least some of the books mentioned in this publication.

IN AMERICAN CAMPS:

In each of the large American camps, the A. L. A. maintains its own library building, with thousands of books under the care of librarians. In addition, books supplied by the A. L. A. will be found in the buildings of the Y. M. C. A., K. of C., and other organizations. In these large camps, practically any important book can be secured from the camp library; if it is not on the shelves a copy will be obtained. In small camps, there are no library buildings, but books are supplied by the A. L. A. to the Camp Headquarters, Chaplains, or welfare organizations. Application should be made to them for special books desired.

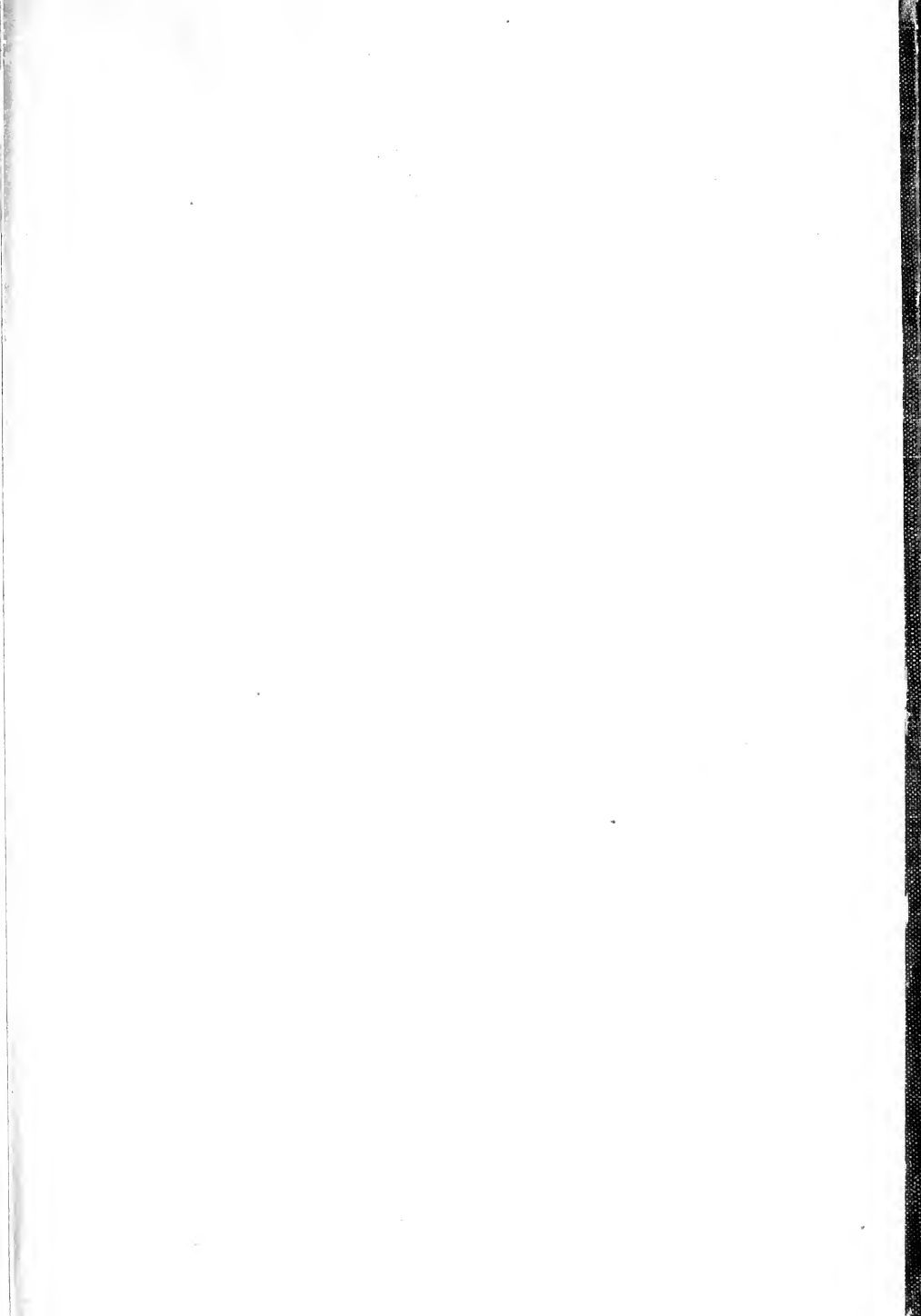
IN HOSPITALS:

In the hospitals, the A. L. A. has placed thousands of books. The library usually has quarters in the Red Cross House or in the building of some other organization. In many hospitals there is a separate A. L. A. reading room where a man may study in quiet. Books are brought to men, confined to bed, by the hospital librarian and her assistants, who go through the wards to determine the particular book each patient desires.

AFTER LEAVING THE SERVICE:

There are approximately 5,000 public libraries in the United States. The larger libraries maintain special departments to meet the requests of men interested in agriculture, industry, and commerce. Practically any technical book can be borrowed.

The smaller libraries, while not so well equipped, will be glad to consider the purchase of books that have been mentioned. If funds do not permit the purchase, the small library will be able to borrow the desired book from the State Library, Library Commission, or from some other source within the State.



AN INITIAL FINE OF 25 CENTS

[illegible]

395241

UNIVERSITY OF CALIFORNIA LIBRARY

